

For DOE Only

County:

Applicant:

Total count of (double sided)

submitted: _____ application pages
For County Engineer:
County-wide Ranking: _____

Signature of County Engineer

Grant Application for Flood Hazard Management Assistance

Supported by funds from the Flood Control Assistance Account Program (FCAAP) through the Department of Ecology's Shorelands and Environmental Assistance Program under Chapter 86.26 RCW and Chapter 173-145 WAC.

State Biennium 2005-2007 (Project Period: July 1, 2005 to June 30, 2007)

DUE to County Engineer: Tuesday, February 1, 2005, 4:30 P.M.

**County Engineers to forward prioritized applications to Ecology: postmarked by
Monday, February 28, 2005**

Submit the original plus 2 copies (**3 total**) to the County Engineer. For processing purposes, please e-mail an electronic copy to bhue461@ecy.wa.gov

Proposal Title:

Application for project assistance for:

- ☐ Development of a Comprehensive Flood Hazard Management Plan (CFHMP)
- ☐ Completion of a CFHMP
- ☐ Amendment to a CFHMP
- ☐ Other Flood Management Planning

- ☐ Flood Damage Reduction (maintenance) Project
- ☐ Flood Damage Reduction Project (where the plan is being developed or has not been initiated)
- ☐ Other _____

Available electronically at <http://www.ecy.wa.gov/programs/sea/grants/fcaap/intro.html>

Application Process

1. **ALL applications including any attachments such as maps or other supporting documents MUST be in an 8-1/2" x 11" format for copying purposes by the Department.**
2. Documents are to be **stapled** in the upper left corner with page 1 of the "Grant Application for Flood Hazard Management Assistance" facing out. **(Please do not use report covers, spiral bindings or binders as they will be removed.)**
3. Short, 15-20 minute, in-house produced videos are welcomed if the applicant feels this will help convey information on problem areas to be addressed by the application. Videos must be labeled with the applicant's name, project title, and date. (Videos are non-returnable.)
4. This application contains three parts. "Part 1: Applicant Information", "Part 2: Proposal Description"; and "Part 3: Scope of Work". Part 1 must be answered on the attached form; Parts 2 and 3 are on separate sheets of paper. For construction projects complete and attach the "ESA Listed Salmonids Checklist" included in this application packet and provide documentation for mitigation.
5. If you are considering completing or amending a Comprehensive Flood Hazard Management Plan **as well as** conducting Flood Damage Reduction project(s), separate applications must be completed and submitted as independent proposals.
6. Applications will be accepted through this grant application process where the sponsoring agency is a local government (town, city or county), eligible tribe or special district.
7. Refer to the accompanying "Guidelines for FCAAP Grants" for examples of local projects eligible for funding.
8. Type and complete this application in entirety answering questions as they pertain to your proposal. Submit the signed and dated original application plus one (2) copies, **3 copies total** (printed both sides) to be eligible for evaluation.
9. Applications from towns, cities, and special districts must be submitted to the county engineer by Tuesday, February 1, 2005, 4:30 P.M. for the grant period beginning July 1, 2005 and ending June 30, 2007. The county engineer will prioritize applications submitted on a county-wide basis in conjunction with county sponsored projects. If the county engineer designates a person to act in his behalf on a particular proposal, the county engineer will initial question 5, page 2. The county engineer signs each proposal on page one; retains one copy of each application and then forwards the original plus one copy to Ecology for consideration. (WAC 173-145-060[3-5]). Applications to be submitted by the county engineer to Ecology must be **post marked** or hand delivered no later than Monday, February 28, 2005, 4:30 PM.
10. Late applications will **NOT** be considered in the initial round of awards. Applications received after the deadline may be considered if awarded funds are not claimed or if additional funds become available. **Note:** Due to certifying signature and copies required, an electronic version or FAX will not be accepted.
12. **Please call any of our FCAAP staff (listed on page 26 of the "Guidelines for FCAAP Grants") with any questions you may have on the application process.**

Part 1: Applicant Information

Use this form to complete questions 1 through 34 below; respond to Parts 2 and 3 which are to be attached to Part 1. For construction projects complete and attach the "ESA Listed Salmonids Checklist" included in this application packet and provide documentation for mitigation. (This application is available electronically at <http://www.ecy.wa.gov/programs/sea/grants/fcaap/intro.html>)

Applicant

1. Name of Applicant:
(county, city, town, special district or tribe)

2. Department/Division:

3. Address:

City

State

Zip

(9 digit)

4. County:

5. County Engineer:

Does the County Engineer designate a person to act in his behalf (per 173-145-020[5] WAC) in accomplishing the proposed scope of work (for Flood Damage Reduction Projects only)?

☐ Yes; ☐ No If yes, state designee:

Initial, County Engineer

6. Contact Person (indicate Mr. or Ms.) Name:

Title:

Phone No. () ; FAX No. () ; Internet Address:

7. Fiscal Contact Person (if different than project contact person):

Phone number: ()

Federal I.D. No.:

8. If awarded a grant, to whom would checks be made payable? Address to where checks are mailed?

9. State Legislative District: Number: / % of project within district?
Number: / % of project within district?
Number: / % of project within district?
(percentage of districts needs to total 100%)

10. Federal Congressional District: Number:

11. Water Resources Inventory Area (WRIA) number: / % of project within WRIA?
number: / % of project within WRIA?
number: / % of project within WRIA?
(percentage of WRIAs needs to total 100%)

12. Does your jurisdiction participate in the National Flood Insurance Program? ☐ yes; ☐ no

13. Does your jurisdiction have an adopted Comprehensive Flood Hazard Management Plan approved by Ecology? ☐ yes; ☐ no

If yes, date of adoption and date of approval by Ecology? _____

If yes, geographic area covered (county, city, sub-area, etc.)?

If no, has one been initiated? ☐ yes; ☐ no

14. Does your jurisdiction have an adopted Stormwater Management Manual? ☐ yes; ☐ no

If yes, date of adoption?

15. Has your jurisdiction completed Phase 1: National Pollutant Discharge Elimination System (NPDES) program? ☐ yes; ☐ no

If yes, date of completion?

16. Has your jurisdiction applied for Phase 2: National Pollutant Discharge Elimination System (NPDES) program? ☐ yes; ☐ no

If yes, date of application? _____

17. In the proposal area, what is the quantity of population affected? ; businesses? ; agricultural lands / farms; and/or infrastructure elements (number and type) which will receive greater flood hazard protection resulting from this proposal; at a property value of \$ million(s)?

18. Specific **planning** area:

19. Specific **project** location: Section ; Township ; Range ;

Latitude: ; Longitude: or GPS coordinates:

20. Name of water body ; River mile

21. Is the proposal site ☐ owned; or ☐ leased by the Applicant?

22. Will the proposed activity be located in an unincorporated area? ☐ yes; ☐ no

If no, please give name of city or town closest to the project location:

Is the area in a special district that has some responsibility for the proposed activity? ☐ yes; ☐ no

Name of special district?

23. Does the project or planning area contain ESA listed salmonid species? ☐ yes; ☐ no

If yes, what are the listed species?

What steps have been or will be taken to ensure that your plan will not result in a "take" of endangered species?

(For construction projects complete and attach the "ESA Listed Salmonids Checklist" included in this application packet and provide documentation for mitigation).

24. Is Geographic Information System (GIS) part of this proposal? ☐ yes; ☐ no

If yes, anticipated software:

Anticipated data sets needed (such as hydrographic, geologic, soils, stream flows, etc.)

Anticipated data sets to be created:

25. Will environmental measurement data be generated with this proposal (such as floodplain and wetland delineations, fish and wildlife counts, gravel deposition amounts, etc.? (See page 9 in the "Guidelines for FCAAP Grants" under Quality Assurance/Quality Control Plans for more information.) ☐ yes; ☐ no

If yes, list applicable environmental measurement data to be collected:

26. Does your jurisdiction have a Total Maximum Daily Load (TMDL) requirement on any of your rivers/ streams? ☐ yes; ☐ no

If yes, please identify the watercourse and if you have an approved plan for meeting the TMDL requirements: _____

27. Estimated total proposal cost: \$

28. State Share \$ Recipient Share \$

29. State Share Percent %, Recipient Share Percent %

30. Anticipated project duration: start ; completion:

31. Source(s) of match: state whether cash match and dollar amount and/or in-kind (volunteer or donated) services (in-kind service is generally valued at \$12.50/hour):

32. Are other sources of funding anticipated for this project as pass through or direct funding?
If so, specify other funding:

33. Type of consultant (if any)

34. Expected cost of consultant: \$

35. Are other Ecology programs or state agencies involved, or anticipated to be involved, in this project?

☐ Yes; ☐ No

If yes, provide agency, program, contact person and phone number:

On separate sheets of paper, please respond to Parts 2 and 3 that follow on not more than four (4) separate pages printed both sides for each part. Insert after the completed "Part 1: Applicant Information" section. For construction projects complete and attach the "ESA Listed Salmonids Checklist" included in this application packet and provide documentation for mitigation. All applications must include the "Certification" (see page 13 of this document). Be sure to identify your jurisdiction and title of proposal on each sheet. If needed, attach photos, sketches, plans, or maps as an appendix to the Application to support your proposal. **All attachments must be in an 8-1/2" x 11" format for copying purposes.**

Part 2: Project Description

Applications will be evaluated on factors established under Chapter 173-145 WAC. (A copy of the WAC is provided on the website.) Please respond to question 34 in addition to question 36, 37, 38, or 39 depending on your type of proposal such as a plan, construction project, etc.

36. For ALL proposals, please provide:

- a. A brief proposal description;
- b. The potential for public benefit;
- c. Problem statement and analysis;
- d. The impact of this proposal to adjacent and nearby lands/development.
- e. How does your proposal utilize or benefit from previous studies, planning efforts, etc. conducted in the subject jurisdiction? Specify what study(s), date(s) performed, and if FCAAP funded (in whole or in part) include Ecology's grant number.

Note: replies to question 37 a-f will satisfy the response for "Other Flood Management Planning" such as for flood warning systems, public awareness programs, etc.

37. For development or amendment of a Comprehensive Flood Hazard Management Plan (CFHMP) proposal, please provide:

- a. The magnitude of existing local flood hazard management problems and their inter-relationships with land management / zoning and existing flood control management practices
- b. How the plan can include integration with the Growth Management Comprehensive Plan, the Critical Areas Ordinance and the Shoreline Management Act;
- c. The potential to modify flood control dikes and levees to overtopping or setback standards that include public access;
- d. How the plan will exceed FEMA, NFIP, and state minimum standards;
- e. How a watershed approach will be used;
- f. How educational outreach programs on effective flood hazard management will be developed and made available for local residents;
- g. How non-structural flood hazard reduction opportunities will be identified and implemented;
- h. How public access can be identified and implemented through the plan:

38. For completion of a CFHMP, please provide:

- a. A brief summary on the progress made to date on the CFHMP;
- b. The percentage of work to be completed in the 2005-2007 biennium;
- c. The status of the planning schedule;

- d. Personnel changes that have affected the planning effort;
- e. The difficulties encountered on the project, if applicable.

39: For Flood Damage Reduction(FDR) (construction) Project(s) (where a CFHMP has been completed and approved by the Department): Please provide:

- a. Consistency of the project with the plan or plan recommendations, its priority within the plan and its potential for implementation;
- b. Evaluation of alternative measures in lieu of project;
- c. Potential ESA impacts. For construction projects complete and attach the "ESA Listed Salmonids Checklist" included in this application packet and provide documentation for mitigation.
- d. Is there potential for modifying flood control dikes and levees to overtopping or setback standards which include public access?
- e. How will the project exceed FEMA and NFIP minimum standards?
- f. Permit status:

Type	Required ?	Acquired ?
Shoreline		
Variance		
Substantial Development		
Conditional Use		
Army Corps of Engineers		
Section 10		
Section 404		
Clean Water Act - Section 401		
Hydraulics Approval (WA St. Dept. of Fish & Wildlife)		
DNR Lease or Permit		
NPDS		
SEPA		
Other (please specify)		

40. For a Flood Damage Reduction Project where the CFHMP is being developed or has not been initiated, please provide responses to questions 38 a-d , 39 a-e and 40 a-f in addition to the following:

- a. Evidence of multi-jurisdictional cooperation necessary for development of a comprehensive county or multi-county Comprehensive Flood Hazard Management Plan;
- b. Existing and proposed participation of community groups, private industry, professional organizations, the general public, and others toward the development and implementation of the proposed comprehensive flood hazard management plan;
- c. Evidence of the ability to make rapid progress toward development of a comprehensive flood hazard management plan;

- d. Other planning efforts undertaken or proposed within the planning jurisdiction and their relationship to flood hazard management;
- e. Availability of qualified personnel or resources for:
 - 1) planning purposes
 - 2) construction purposes.
- f. Ability to make rapid progress toward development of a comprehensive flood control management plan.

Part 3: Preliminary Scope of Work

The scope of work and budget for this project must be submitted in the outline format shown below. When developing the scope of work, be concise but provide enough details for a fair evaluation. Include the "who, how, what, when, where" of each task within your project, schedules/benchmarks and task specific products, and a budget matrix. Include as many tasks as necessary for scope of work development. If your application is successful, a final scope of work and budget will be requested at a later date.

The applicant's proposal needs to include Parts 1, 2, 3 and 4 in order to be considered for funding.

Jurisdiction:

Project Title:	
Description:	(Brief Overview)
Location:	Latitude: , Longitude ; River: ; Rivermile:
Work Program:	The Recipient shall perform the following work tasks:
Task 1:	<p>Project Coordination</p> <p>The Recipient will coordinate throughout the grant period with Ecology and other applicable state agencies and Indian tribes as applicable. In addition, the recipient should consult with all other appropriate entities which may have useful scientific, technical or cultural information, including federal agencies, watershed management planning units, salmon recovery lead entities, universities and other institutions.</p> <p>In its commitment to provide technical assistance throughout the grant period, Ecology will meet with the jurisdiction to present and discuss approaches to flood plain management planning and/or construction issues prior to initiation of work. Ecology will provide ongoing technical assistance on data sources and approaches and will evaluate consistency of products with the applicable floodplain management guidelines. The recipient shall provide Ecology opportunities for review of draft products at appropriate intervals.</p>
Deliverables:	Quarterly Progress Reports per Special Terms and Conditions of this agreement
Dates Due:	20 days following the end of each quarter

Task 3:

Deliverable:

Due Date:

Expand the number of Tasks, Deliverables, and Due Dates to accommodate your proposal

Schedule

Task	2005				2006												2007					
	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J
1																						
2																						
3																						

Budget

- A. Expenditures will be monitored by the Ecology Fiscal Office for compliance with the EXPENDITURE BUDGET as listed below at the PROJECT LEVEL.
- B. For the administration of this agreement the Recipient shall follow the current edition of the "Administrative Requirements for Ecology Grants and Loans", publication # 91-18.
- C. Ecology forms contained in the "Administrative Requirements for Ecology Grants and Loans" must be used for payment requests, otherwise requests will be returned to the Recipient for submittal on the correct forms. Electronic copies of these forms and the "Administrative Requirements for Ecology Grants and Loans" ("Yellow Book") are available at Ecology's websites:
 - Forms - <http://www.ecy.wa.gov/biblio/9118A.html>
 - Yellow Book - <http://www.ecy.wa.gov/biblio/9118.html>
- D. Eligible direct project costs include salaries/benefits, consultant services, supplies, communication, copying, travel, and equipment.
- E. The indirect rate shall not exceed 25% of direct labor and benefit costs. This rate covers utilities, miscellaneous copying, telephone, motor pool, janitorial services, records storage, space rental, county fiscal and legal services, etc. Items not included in this list shall be reported with the first payment request and shall remain consistent for the life of the grant.

- F. **Payment requests are due quarterly and must be accompanied by commensurate progress reports as outlined in Special Terms and Conditions of this agreement**
- G. **Budget:** It is important to establish the budget so that the cost objects necessary for plan development / completion are considered including salaries, benefits, consultant services, supplies, travel, communication, equipment, and copying. For FDR (construction) projects, a breakdown by labor, equipment, materials, or "other" is needed. In the application, we ask for a budget matrix. This "working budget" will better enable us to evaluate your project and determine cost ceilings for items such as consultant services and under what task they will be utilized. In the actual grant document, a simplified budget will be utilized to facilitate accounting requirements. Please see the budget matrix in the "Sample" provided on the FCAAP website.
- H. **Estimates:** Near the end of the biennium (June 30, 2007) the agency's Fiscal Office will routinely send out estimate forms. The purpose of these forms is somewhat like a cash flow protection. Accruals will be made from these estimates allowing for anticipated payments to individual recipients past the cut-off date established by OFM. Submittal of an estimate to Ecology's Fiscal Office by a recipient is required to ensure payment of grant expenditures.

(Sample) Budget for Plans:

	Task	Task	Task	Task	TOTAL
Salaries/Benefit					
Consultant Services					
Supplies					
Communication					
Copying					
Travel					
Equipment					
In-Kind Services (\$15/hour)					
Indirect*					
TOTAL					

Proposed State Share @ % = \$ Local Match @ % = \$

*Maximum allowable indirect rate (overhead) is 25% of salaries and benefits.

(Sample) Budget for Flood Damage Reduction Projects

Work Item	Unit	Quantity	Unit Cost	Cost
Labor				
Engineering Design				
Construction Mngt.				
Supervision				
(Other labor)				
Equipment				
Dozer				
Track Excavator				
Dump/Flatbed/ truck				
(Other Equipment)				
Materials				
Riprap/Quarry Rock				
Plant Materials				
Filter Fabric				
(Other materials)				
Other				
Administration				

Proposed State Share @ % = \$ Local Match @ % = \$

*Maximum allowable indirect rate (overhead), is 25% of salaries and benefits.

Project Selection

In keeping with FCAAP goals, the project selection process has been simplified to meet the demand generated by the considerable number of grants to be evaluated. All applications are reviewed by our interdisciplinary Grants Team and discussed at length. Because requests usually exceed available funds, some proposals may not be funded or only certain tasks of a proposal may be funded. Each application is evaluated on factors established under (Chapter 173-145 WAC). To have an equitable grant program, the Grants Team must also consider factors on the entire body of applications such as comparative merit; legislative funding allocations; the funding ceiling of \$500,000 per county; the balancing of funds for rural versus urban jurisdictions; and geographical distribution. With these evaluations complete, a tentative award list is developed and distributed to all applicants. The list is subject to a public hearing where applicants will have an opportunity to comment. The public hearing will be held Wednesday, May 4, 2005 at the Department of Ecology, Lacey, Auditorium Room IS-16 beginning at 10 A.M.

Mail or deliver applications to:

Washington State Department of Ecology
Shorelands and Environmental Assistance Program

MAILING ADDRESS

PO Box 47600
Olympia, WA 98504-7600

PHYSICAL ADDRESS

300 Desmond Drive
Lacey, Washington

Attention: Bev Huether, Grants Coordinator
e-mail: bhue461@ecy.wa.gov

Certification

I certify to the best of my knowledge that this "Grant Application for Flood Hazard Management Assistance" has been submitted in accordance with Chapters 86.26 RCW and 173-145 WAC; that it is true and correct; and that I am legally authorized to sign and submit this information on behalf of the applicant.

Signature

Date

Printed Name and Title

Local Government Jurisdiction/Tribe